

Minutes approved Oct. 23, 2013

**Town Meeting Coordinating Committee  
Minutes for Wednesday, October 16, 2013  
1:00 – 3:30 pm  
First Floor Meeting Room, Town Hall**

Present: Peggy Roberts, Nonny Burack, Mary Streeter, Alan Powell, Melissa Perot, Patricia Holland, TracyLee Boutilier

Peggy called the meeting to order at 1:10 PM.

1. **Zoning Primer:** Alan has submitted the text of primer to Chris Brestrup for copying and will get copies back the 18<sup>th</sup>. We must have it ready by Oct. 22<sup>nd</sup> for the Zoning Forum the next day. He will do the cover and map insert and with the help of members of TMCC staple the pages. Alan will submit his expenses to the Select Board office.
2. **Planning Board/TMCC Zoning Meeting:** We reviewed Peggy's draft of "TMCC Suggestions for the Zoning Q & A Meeting." David Webber had approved it, and so did we. Mary recommended we make sure Chris Brestrup covers the use chart, the terms "articles" and "chapters", definitions in Art. 12; what is asked in a site plan review. She asked Peggy to encourage Chris to make a power point that can be put on line. We also recommended having the circular chart on the zoning process available as a handout. We discussed but did not settle on a seating arrangement.
3. **Preparing for Town Meeting:**  
**2<sup>nd</sup> Packet (deadline noon 10/22):** Pat will review the draft of the Rules for Speaking at TM and submit it by the deadline.  
**Warrant Review Meeting Evaluations:** We reviewed Mary's report on all the evaluations. Several complained about the lack of a portable microphone. Mary will prepare a final report excluding the names of evaluators and post just the comments. Alan suggested we provide a list of how each board has voted on its warrant articles. The Meeting was not broadcast live but taped for future broadcast. About 40 people attended.  
**Precinct Meetings:** Peggy has evaluation forms. Alan will try to get maps from the Town. We will post flyers around town.  
**Consent Calendar:** The Town Moderator wants to use a consent calendar at TM so routine articles can be approved collectively and thus save time. Articles 1 and 3 may be on the calendar.  
**Facilities at Town Meeting:** TM members should be reminded that assistive hearing devices are available at the cable channel table. Nonny will try to get a second microphone deliverer, and Mary will put a notice on the TM page with Nonny's phone number.
4. **Website and Listserv:** Mary reported that all the packet material is on the website. The listserv has been updated. The zoning forum is posted.
5. **Minutes of September 20, 30, and October 9:** All the minutes were accepted as amended. As to posting the documents distributed at each TMCC meeting, we agreed Mary would not post drafts but only final versions of documents we discussed.
6. **Topics the Chair Did Not Reasonably Anticipate Before the Meeting:** None.

The meeting adjourned at 3:20 PM.

Submitted by Patricia Holland, Clerk.

**Documents Distributed:**

1. Agenda
2. Minutes for Oct. 9th meeting
3. Draft, TMCC/LWV Warrant Review evaluations
4. TMCC Suggestions for the Zoning Q & A Meeting, 10/14/13